



Legislation Details (With Text)

<b>File #:</b>	19-74	<b>Name:</b>	
<b>Type:</b>	Agendas	<b>Status:</b>	Agenda Ready
<b>File created:</b>	2/12/2019	<b>In control:</b>	Board of Aldermen
<b>On agenda:</b>	2/19/2019	<b>Final action:</b>	
<b>Title:</b>	Request to Make an Appointment to the Human Services Advisory Commission PURPOSE: The purpose of this agenda item is for the Board of Aldermen to make appointments to the Human Services Advisory Commission		
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	1. Attachment A - Resolution Making Appointment - Human Services Advisory Commission, 2. Attachment B - 2019 Human Services Advisory Commission Information Matrix.pdf, 3. Attachment C - Chair Forms and Applications.pdf		

Date	Ver.	Action By	Action	Result
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**TITLE:**

Request to Make an Appointment to the Human Services Advisory Commission

**PURPOSE:** The purpose of this agenda item is for the Board of Aldermen to make appointments to the Human Services Advisory Commission

**DEPARTMENT:** Town Clerk

**CONTACT INFORMATION:** Cathy Dorando, 919-918-7309

**INFORMATION:** The Human Services Advisory Commission currently has one vacant seat and one term expiring. Andrea Tanner is the chair of the Human Services Advisory Commission and provided the chair forms for the Board’s review.

Andrea Tanner’s term is expiring and she did not submit an application for reappointment. Applications were received from: Lisa Hazirjian, Julie Samra, and Vijay Sivaraman. Vijay Sivaraman also applied to the Transportation Advisory Board but prefers the Human Services Advisory Commission.

Each chair shall contact each applicant and invite them to at least one meeting of their board so they may understand the responsibilities of the board and the necessary time commitment. (Chairs should contact Town staff in the event of a language barrier.) The chairs shall also talk with the applicants about their interest in serving on the advisory board. Board chairs may meet personally with applicants if a meeting of their board is not anticipated within 30 days following receipt of the applicant's request for appointment. This would be in lieu of having the applicant attend a meeting of that board or commission. If applicants do not attend a meeting after two phone calls or emails, then the Chair shall notify the Town Clerk of that fact and said application will be removed from further consideration.

The chair of each board shall submit a Recommendation Form/Application Review Form to the Town Clerk within one week of the applicant’s attendance at a meeting. If a meeting is not planned, the chair shall provide

a Recommendation Form/Application Review to the Town Clerk within one week of a conversation with the applicant.

Copies of all applications and recommendation forms received shall be forwarded to the Mayor and Board of Aldermen.

Andrea Tanner provided the attached chair forms.

A ballot will be provided for the Board of Aldermen at the meeting.

**FISCAL & STAFF IMPACT:** N/A

**RECOMMENDATION:** It is recommended that the Mayor and Board make appointments to the Human Services Advisory Commission.